



The Commonwealth of Massachusetts  
Executive Office of Public Safety and Security

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Secretary

KARYN E. POLITO  
Lt. Governor

**MEETING MINUTES**  
**RESTORATIVE JUSTICE ADVISORY COMMITTEE**  
**First Meeting-The Annual Reporting Subcommittee**

Date: September 1, 2020

Time: 11am-12pm

Location: <https://statema.webex.com/statema/j.php?MTID=m3fc47bd581f163f6e59d1c2233a72442>

**Meeting number:**

171 525 7738

**Password**

yjCCUfBA393

**Join by phone** 1-203-607-0564 US Toll 1-866-692-3580 US Toll Free

**Access code:** 171 525 7738

**Agenda Items:**

1. Call to Order and Welcome  
Meeting started virtually at 11:05AM. All members present.

	Board Members	Present	Absent
1	Chair- Allison Cartwright	X	
2	Kara Hayes	X	
3	Strong Oak	X	

EOPSS: Anjeza Xhemollari

2. **Review of yearly meeting minutes, presentations, and RFP**  
Anjeza Xhemollari forwarded all documents to the board members for review.
3. **Discuss our charge**  
Members discussed the charge, and the work was distributed among them.
4. **Writing of the yearly report**  
The annual report will have the same structure as before, but it will be somewhat short. Because of COVID-19 a couple of meetings were cancelled. Everyone from the original working group, is once again, working on writing the annual report, except Becky Michaels. Becky Michaels chaired the RFP Subcommittee this year. Please see attached annual report.
5. **Public Comment (10 minutes)**  
No one from the public attended the meeting.
6. **Public Comment and Open Session for Topics not Reasonably Anticipated within 48 hours of the Meeting**  
N/A
7. **Adjourn**  
Meeting adjourned at 11:20AM